



Indiana Department of Education

SUPPORTING STUDENT SUCCESS

Latch Key Provider Form

According to IC 20-26-5-2 your school corporation is required to offer a school-age child care program. A school may contract with a not-for-profit or for-profit organization to conduct its programs. However, the legislation requires for the programs to be utilized at school facilities.

SECTION I:

Corporation Name _____ Corp # _____

County/ Township _____

- ☐ No, we are not offering a Latch Key program. Wavier form attached.
- ☐ Yes we will be offering a Latch Key program at our School/Organization

If you checked YES, please fill out **Section II** of this form on pages 2 and 3.

Did you facilitate a parent survey?

- ☐ Yes, results are attached
- ☐ No

SECTION II:

Indiana Department of Education is partnering with the Indiana Afterschool Network to track comprehensive school-age childcare (i.e. afterschool and summer learning programs) statewide in order to:

- ✧ Identify the need for afterschool and summer programs and gaps in available services to influence statewide planning
- ✧ Build/expand the searchable database and map of program locations and activities for schools, parents, and community organizations

The following information will be entered into the Indiana Afterschool Network Database, with a link on the DOE website: www.indianaafterschool.org

AFTERSCHOOL PROVIDER INFORMATION *(If you have more than one provider, you may complete pages 2 and 3 of this form for the most comprehensive program, or complete one for each provider)*

Organization Name (or School Name, if you are the program provider):

Primary Contact Person for the Afterschool Program (First & Last Name):

Address:

City, State, Zip:

Website:

Phone:

 Fax:

Number of years in operation:

Afterschool Program Description:

Where is the program located?

- ☐ School ☐ Community-Based Org ☐ Faith-Based Org
☐ Other

Average # children/youth served daily

- ☐ 1-20 ☐ 21-50 ☐ 51-100 ☐ 101+

What is the grade level of your participants? (check all that apply)

- ☐ PreK ☐ K ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th
☐ 7th ☐ 8th ☐ 9th ☐ 10th ☐ 11th ☐ 12th

Program Calendar (check all that apply)

- ☐ Before School ☐ After School
☐ Weekends ☐ School Breaks/Vacations
☐ Summer ☐ Other

Activities (check all that apply)

- ☐ Tutoring & Homework
☐ Academic Enrichment
☐ Science & Technology
☐ Visual & Performing Arts
☐ Cultural Enrichment
☐ Character Education
☐ Civic Engagement
☐ Sports & Recreation
☐ Health & Wellness
☐ Mentoring
☐ College Readiness
☐ Career/Job Exploration
☐ Family & Parent Activities
☐ Adult Education

What are the three greatest challenges to expanding & developing your program?

- ☐ Transportation
☐ Funding
☐ Community Partners
☐ Staffing
☐ Training
☐ Volunteers
☐ Parent Involvement
☐ Evaluation/Tracking Outcomes

Other _____

Type of Community (check all that apply)

- ☐ Rural
☐ Urban
☐ Suburban

Return to:

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